



WorkEthic Certification: Internship Documentation Form

Student Name: _____

Name of School: _____

Instructions: Please list the employer and dates of employment. Be sure to have your employer sign and date. To earn two points, you must complete at least 40 hours of a formal internship. To earn one point, you must complete at least 20 hours of a formal internship.

Definitions: For the purposes of the WorkEthic Certification program, *internship* is defined as gaining practical work experience where you are able to demonstrate your skills and abilities by modeling the components of the WorkEthic Certification Program.

Participating Business/Organization: _____
(Please print organization name and address)

Authorized Representative: _____ Employer Telephone Number: _____
(Please print name and title)

Employers: By signing this document, I attest that the aforementioned student has completed the required amount of WorkEthic Certification internship hours within my business/organization.

Employer Signature: _____ Date: _____

Total hours of service: _____ Submit this form to the designated school liaison by the close of business on: _____

Student Signature _____ Date: _____